

Human Resources



An INDOT employee makes a speed limit sign for use in the Greenfield Subdistrict.

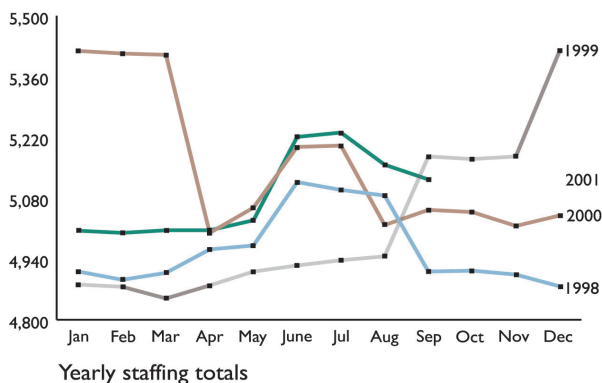
Employment with INDOT

The Indiana Department of Transportation is a diverse, rewarding place to work. Not only does INDOT offer a wide variety of positions with the opportunity to be promoted, but it also has offices located throughout the state.

The list to the right outlines many of the benefits of employment with the State of Indiana.

Staffing Trends

From fiscal year 1998 to 2001, INDOT managed to produce work products effectively and efficiently for their customers with less human resources. In September 2001, INDOT employed 5,123 employees compared to 5,176 employees in September of 1999. With an increase in contracts over the same period of time, INDOT has done more work with approximately the same number of people, keeping staffing levels at a minimum to maximize the use of state and federal funds.



Benefits

Employment with the State of Indiana offers the following benefits:

- ♦ Twelve paid vacation days starting out, 9 sick days and 3 personal days
- ♦ A minimum of 12 paid holidays
- ♦ Funeral leave, jury duty and military leave
- ♦ Up to 12 weeks of unpaid leave for family care
- ♦ Community service leave
- ♦ Health insurance options
- ♦ 100 percent premium coverage for dental and vision care
- ♦ Life insurance
- ♦ Short/long term disability benefits
- ♦ Public Employees' Retirement Fund

Division Accomplishments

The Human Resources Division of INDOT continued participation in the Adopt-A-School program within the Indianapolis Public School (IPS) District. INDOT's adopted school is New Beginnings Alternative School. Activities held included a visit by the commissioner, a National Job Shadow Day in which students worked with INDOT employees for the day, participation in a Job Fair for parents of IPS School 84, and the IPS Back to School Annual Celebration.

Human Resources and the Internal Affairs Division assisted with the INDOT Safety Truck Rodeo. The Rodeo

is a joint effort between INDOT and Unity Local 9212 to emphasize safe vehicle operations through the recognition of employees' driving skills, in a competitive arena.

An E-Training program was implemented to offer training to INDOT employees as delivered via the Internet which provides for greater flexibility to schedule training at the employees' availability and it is delivered at the employee's own pace. This program is not only more convenient and accessible for employees, but it also saves training costs while continuing to provide quality training.

INDOT was a corporate sponsor for the National Society of Black Engineers Conference that was held at the Convention Center, Indianapolis in March 2001.

The Electronic Tax Filing Policy was established to allow employees to electronically file state tax returns from their work stations during non-business hours. This reduces the amount of paper necessary to file returns and reduces the state's cost of processing paper returns.

The Summer Energy Conservation Program was formulated to maintain quality customer service while conserving energy and water during extreme weather conditions.

INDOT hired a full-time engineer recruiter to recruit and hire for all engineering positions and coordinate the engineer COOP and GEDP Programs. Furthermore, the internship program was expanded to include engineer interns for the districts.

Source: INDOT's Human Resources Division